

1. Certificate programs provide career skills to enable students to enter the job market after graduation, retrain in a new career, or upgrade employment skills. Occupational courses are designed to meet these needs instead of transferring to four-year institutions; however, four-year institutions may accept some courses. Check with your college of transfer intent for more info.
2. By completing some general education requirements, most certificate programs lead to an AAS Degree. Consult the website or a CCA advisor for more info.
3. You must apply for graduation on the website or at Enrollment Services prior to your final semester.

Accounting Certificate

Required Courses – 25 credits. Complete the following:

	Accounting:
	ACC 121 Principles of Accounting I
	ACC 122 Principles of Accounting II
	ACC 211 Intermediate Accounting I
	ACC 216 Governmental & Not-for-Profit Accounting
	ACC 232 Auditing
	BUS 217 Business Communication & Report Writing
	CIS 110 Intro to the PC
	CIS 115 Intro to Computer Info Systems

Computerized Accounting Emphasis Electives – 3 cr.

Select 3 credits from the following:

Accounting:
ACC 225
ACC 226
ACC 227
BUS 216

_____ **Total Certificate Requirements – 25 credits**

_____ **Total Electives – 3 credits**

_____ **Total Required – 28 credits**